

T.O.H.P. Burnham Public Library, 30 Martin Street, Essex, MA

Dr. David Driscoll, Chair and Medical Director and Ms. Allison Roderick Papps, Member, present. Ms. Martha Mazzarino, Clerk, not present. Ms. Erin Kirchner, Administrator, not present. Ms. Ann White, Administrative Clerk, present. Ms. Papps acted as Clerk in Ms. Mazzarino's absence.

7:08 pm: Dr. Driscoll opened and announced that the meeting was being recorded.

- **Minutes**

September 24, 2015: Dr. Driscoll entertained a motion for the Board to approve the minutes for 9-24-15, as written. Ms. Papps so moved. **Vote: All in Favor.**

October 8, 2015: Carry over to the next BOH meeting.

Minutes are available for review in the BOH office or on line at www.essexma.org

- **Bills Payable**

#516, \$338.06: Dr. Driscoll entertained a motion for the Board to approve bills payable #516, in the amount of \$338.06. Ms. Papps so moved. **Vote: All in Favor.**

Bills Payable are available for review in the Accountant's office.

- **Inspection Reports**

127 Western Avenue, Markham, Map 32, Lot 1: Dr. Driscoll entertained a motion for the Board to sign and send a letter to Markham, 127 Western Avenue, stating that the Board is in agreement with the determination of inspector Jonathan Granz, that the system passed the 9-28-15 Title 5 inspection. Ms. Papps so moved. **Vote: All in Favor.**

Title 5 reports are available for review in the Board of Health office.

- **Septic Plan Reviews**

52 Belcher Street, Loraz Properties, Map 13, Lot 19: Dr. Driscoll entertained a motion for the Board to disapprove John Judd's septic system design plan, dated 10-1-15, for Loraz Properties, 52 Belcher Street, for the reason stated in the Agent's Report. Ms. Papps so moved. **Vote: All in Favor.**

52 Belcher Street, Loraz Properties, Map 13, Lot 19: Dr. Driscoll entertained a motion for the Board to approve John Judd's septic system design plan, dated 10-1-15, with a revision date of 10-20-15, for Loraz Properties, 52 Belcher Street. Ms. Papps so moved. **Vote: All in Favor.**

Septic System Design plans are available for review in the Board of Health office.

- **Items that could not be reasonably anticipated by the Chairman within 48 hours of meeting**

Essex Clam Festival, TFE Permit #51, Lakonia Greek Products, Vendor: Ms. Papps made a motion for the Board to sign TFE Permit #51, Lakonia Greek Products, for the Essex Clam Festival. Dr. Driscoll seconded the motion. **Vote: All in Favor.**

2015 Food Establishment, Permit #35, Leandro's Bakery & Café, 65 Eastern Avenue: Ms. Papps made a motion for the Board to sign 2015 Food Establishment Permit #35 for Leandro's Bakery and Café. Dr. Driscoll seconded the motion. **Vote: All in Favor.**

2015 Milk, Permit #11, Leandro's Bakery & Café, 65 Eastern Avenue: Ms. Papps made a motion for the Board to sign 2015 Milk Permit #11 for Leandro's Bakery & Café. Dr. Driscoll seconded the motion. **Vote: All in Favor.**

Ms. Papps made a motion for the Board to waive the fee, due to the late in the year 2015 opening of Leandro's Bakery & Café, 65 Eastern Avenue and approve 2016 permits following: Milk, #1, Retail Food, #1, and Food Establishment, #1. Dr. Driscoll seconded the motion. **Vote: All in Favor.**

Dr. Driscoll closed the meeting at 7:21 pm

Next BOH meeting: 11-19-15

Prepared by _____
Ann White

Attested by _____
Allison Roderick Papps